

MEMORANDUM

To: Appellate Court Clerk's Office
From: Insert Name, Title and County
Date: Insert Date
Subject: Notice regarding Failure of Appellant to File Transcript in
[Insert Case Name and Appeal Number]

NOTICE

I, [insert name, title and county], certify that the appellant has not filed a transcript in [Insert Case Name and Appeal Number] within 60 days of the filing of the Notice of Appeal as required by Rule 25(a) of the Tennessee Rules of Appellate Procedure.

[Insert Name, Title and County]